

**BONNEVILLE POWER ADMINISTRATION  
DETAIL OPPORTUNITY  
INTEREST ANNOUNCEMENT – PFF-05-001**  
Supervisory Financial Analyst  
Full Time (40 hours per week), NTE 6 months

**OPENS: October 20, 2004**

**CLOSES: November 2, 2004**

**POSITION LOCATION:** PBL, Power Financial Management, Rates, & Planning, Financial Management – PFF, Portland, Oregon

**WHO MAY APPLY:** Bonneville Power Administration employees currently at GS-14 are encouraged to apply.

**NOTES:** Selection from this interest announcement is subject to the requirements of applicable employment practices. There is no promotion associated with this interest announcement (i.e., employee will retain their current rate of pay).

- When an individual(s) is selected to perform duties equivalent to, or at a lower grade level than, his/her position, then the detail may be made for a period up to one year, in 120-day increments. When appropriate, details may be extended for an additional year, in 120-day increments.
- When an individual (s) is selected to perform duties at a higher-grade level, or to a position with known promotion potential, he/she is prohibited from serving in a higher-graded position for more than 120-days in a 52-week period. (Note: All time-limited promotions and details, as well as actions that combine time-limited promotions and details that exceed the 120-day time limitation, must be accomplished competitively using a merit promotion vacancy announcement.)
- The employee will be returned to his/her permanent position of record (i.e., position prior to detail) upon completion of the detail opportunity.
- PFF will cover all salary-related costs and FTE associated with this detail. Incidental travel and training costs that may be incurred during the course of the detail will be covered by PFF.

**GENERAL INFORMATION:** The individual selected will report to the Manager, Power Financial Management, Rates, & Planning.

The Power Financial Management function provides leadership in and is the center of financial, budget preparation and execution, financial planning, forecasting, and analyses, and risk analysis for the business line. Power Financial Management provides overall centralized financial expense and revenue review, and serves as the policy advisor to executive management on all related power business financial and risk issues. The function establishes, coordinates, and oversees implementation of procedures, policies, and processes for:

- (a) Measuring, tracking, and reporting overall Power Business Line financial performance, including expense, revenue, capital and other financial targets;
- (b) Establishing and maintaining the performance management programs associated with above;
- (c) Coordinating and creating Power Business Line financial systems and processes, including integration of risk into power financial modeling;
- (d) Budgeting and financial administrative support, including capital and expense budget preparation and execution consistent with established processes;

- (e) Developing process improvement plans associated with budgeting, expense and revenue forecasting and other decision-support analysis;
- (f) Conducting financial and risk decision support analyses and forecasts; and analysis of strategic choices and pricing proposals;
- (g) Ensuring that Power Business Line financial information is consistent and is properly managed for version control across decision-support analysis, risk analysis, forecasts and in rate case proceedings;
- (h) Monitoring the PBL's management controls and decision-making structure;
- (i) Coordinating with the Office of the Chief Financial Officer on financial systems, accounting and other issues, and financial policies; and
- (j) Overseeing the Power Business Lines compliance on issues related to financial systems, accounting systems and policies, and other financial policies

The Power Financial Management function is responsible for analyzing risk and ensuring that risk management policies, procedures, and objectives are implemented and met. The Power Financial Management function works with marketing, sales, and hydro operations experts to assess and quantify financial risks of decisions. This function coordinates and provides liaison with the Office of the Chief Risk Officer. The Power Financial Management function is responsible for tracking and reporting on business line decisions and alternatives considered.

#### **DUTIES:**

- Provides direction and leadership in the planning, development, and administration of programs, systems, and processes that are necessary to perform the critical functions and support activities of the Power Financial Management, Rates, & Planning organization.
- Maintains continuing work relationships with managers and employees within BPA on all matters related to and accomplishing the organization's role.
- Acts as principal steward for the organization by determining and allocating necessary organizational resources, including staff and funds.
- Provides leadership in and is the center of financial, budget preparation and execution, financial planning, forecasting, and analyses, and risk analysis for the Power Business Line.
- Provides overall centralized financial expense and revenue review, and serves as the policy advisor to executive management on all related power business financial and risk issues.
- Establishes, coordinates, and oversees implementation of procedures, policies, and processes for:
  - (a) Measuring, tracking, and reporting overall Power Business Line financial performance, including expense, revenue, capital and other financial targets;
  - (b) Establishing and maintaining the performance management programs associated with above;
  - (c) Coordinating and creating Power Business Line financial systems and processes, including integration of risk into power financial modeling;
  - (d) Budgeting and financial administrative support, including capital and expense budget preparation and execution consistent with established processes;
  - (e) Developing process improvement plans associated with budgeting, expense and revenue forecasting and other decision-support analysis;
  - (f) Conducting financial and risk decision support analyses and forecasts; and analysis of strategic choices and pricing proposals;
  - (g) Ensuring that Power Business Line financial information is consistent and is properly managed for version control across decision-support analysis, risk analysis, forecasts and in rate case proceedings;
  - (h) Monitoring the PBL's management controls and decision-making structure;

- (i) Coordinating with the Office of the Chief Financial Officer on financial systems, accounting and other issues, and financial policies; and
- (j) Oversees the Power Business Lines compliance on issues related to financial systems, accounting systems and policies, and other financial policies
- Analyzes risk and ensures that risk management policies, procedures, and objectives are implemented and met.
- Works with marketing, sales, and hydro operations experts to assess and quantify financial risks of decisions.
- Coordinates and provides liaison with the Office of the Chief Risk Officer.
- Tracks and reports on business line decisions and alternatives considered.

**SPECIAL SKILLS AND ABILITIES**

- Policies/Strategies – Agency & PBL
- Business Processes and Interrelationships
- Financial Analysis/Planning
- Problem Solving
- Communication Skills
- Multi-Tasking Ability

**HOW TO APPLY:** Complete a brief memorandum of interest giving a description of your relevant experience and reasons for applying for this detail. Submit your memorandum, along with the completed supervisory acknowledgment statement below, by close of business on November 2, 2004 to: Jeannine Hill, Staff Management, PB-5, x4956.

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**SUPERVISOR'S ACKNOWLEDGEMENT**

**INTEREST ANNOUNCEMENT PFF-05-001**

I acknowledge that \_\_\_\_\_ has requested consideration for this position. I understand this temporary assignment is a full-time detail NTE 6 months.

I am willing to consider approving the detail and understand the salary, FTE, and other incidental costs incurred during the course of this detail will be funded by the PBL, Power Financial Management organization.

Supervisor's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Title: \_\_\_\_\_ Routing: \_\_\_\_\_